

AGENDA

Pre-Bid Conference

330 West Ponce de Leon Avenue, Conference Room B, Decatur, Georgia 30030

October 3, 2014 at 10:00 a.m. EST

ITB No. 14-100423 Household Hazardous Waste Collection Events 2015 - 2017

1. Opening and Introductions

Department of Purchasing and Contracting, Contract Administration Division

Rae G. Clifton, Contract Administrator

Patricia Robinson, Contract Assistant

Purpose, Procurement Process, Key points, Insurance, Bonds, Bid Form and etc.

2. Local and Small Business Enterprise (LSBE) Program

Margaret McClure, Sr. Contract Compliance Officer - Contract Compliance; Department of Purchasing and Contracting

3. Overview and Scope of Work

Kimberly White, Project Manager, Department of Public Works – Sanitation Division

Gordon Burkette, Director, Keep DeKalb Beautiful

Project Overview

4. Submission of Questions

5. Conclusion and Adjournment

**Bids are to be received at the following location no later than 3:00 P. M. on October 29, 2014,
Department of Purchasing and Contracting, the Maloof Center
1300 Commerce Drive, Second Floor, Decatur, Georgia 30030.**

It is the responsibility of each Bidder to ensure that his submission is received by 3:00 p.m. Be aware that visitors to our offices will go through a security screening process upon entering the building. Bidder should plan enough time to ensure that he will be able to deliver his submission prior to our deadline. Late bids, for whatever reason, will not be evaluated. Bidders should plan their deliveries accordingly.

Questions must be submitted to the Department of Purchasing and Contracting in writing by one of the following methods: in person at the Maloof Center, 2nd Floor, 1300 Commerce Drive, Decatur, Georgia 30030, via email to contractsreview@dekalbcountyga.gov, or via facsimile to (404) 371.6327, no later than close of business on **October 9, 2014**. All replies will be made in writing via addendum, **oral answers are not authoritative**. Questions and requests for interpretation received by the Department of Purchasing and Contracting after this date will not receive a response or be the subject of addenda.

If you have general questions concerning this project, please direct your inquiries in writing to:

Rae G. Clifton, Contract Administrator

Department of Purchasing and Contracting,

1300 Commerce Drive, 2nd Floor, Decatur, Georgia 30030

Phone: (404) 687-3473, Fax (404) 371-6327, Email: rgclifton@dekalbcountyga.gov



QUESTION SHEET

Pre-Bid Meeting

Department of Public Works – Sanitation Division
ITB No. 14-100423 - Household Hazardous Waste Collection
Events 2015 - 2017
Pre-Bid Conference

330 West Ponce de Leon Avenue, Conference Room B, Decatur, Georgia 30030

October 3, 2014 at 10:00 a.m. EST

QUESTION(S): Please print

***All questions must be submitted in writing by October 9, 2014, before 5:00 p.m. EST
they will be answered in writing by addendum.***

Submitted by: _____

Name

Company Name

Company Address

Phone Number

Fax Number

Email: _____

If you have any additional questions concerning this project, please direct your inquiries in writing to:

Rae G. Clifton, Contract Administrator
Department of Purchasing and Contracting,
1300 Commerce Drive, 2nd Floor, Decatur, Georgia 30030
Phone: (404) 687-3473, Fax (404) 371-6327, Email: rgclifton@dekalbcountyga.gov

Pre-Bid Conference
ITB No. 14-100423 Household Hazardous Waste Collection Events 2015 - 2017
Clark Harrison Building, 330 W. Ponce de Leon Ave, Decatur, GA 30030

ARRIVAL TIME	NAME	COMPANY NAME AND ADDRESS	STATUS (circle all that apply)	TELEPHONE	EMAIL	FAX	
	Rae G. Clifton Contract Administrator	DeKalb County, GA Purchasing and Contracting 2nd Floor, 1300 Commerce Drive Decatur, GA 30030	PRIME SUB LSBE-DeKALB LSBE-MSA	404-687-3473	rgclifton@dekalbcountyga.gov	404-371-6327	
	Patricia Robinson, Contract Assistant	DeKalb County, GA Purchasing and Contracting 2nd Floor, 1300 Commerce Drive Decatur, GA 30030	PRIME SUB LSBE-DeKALB LSBE-MSA	404-371-6328	jwarren@dekalbcountyga.gov	404-371-6327	
	Margaret McClure Contract Compliance Officer	DeKalb County, GA Purchasing and Contracting 2nd Floor, 1300 Commerce Drive Decatur, GA 30030	PRIME SUB LSBE-DeKALB LSBE-MSA	404-371-2792	mclure@dekalbcountyga.gov	404-371-2511	
	Kimberly White Project Manager	DeKalb County, GA Department of Public Works - Sanitation Division	PRIME SUB LSBE-DeKALB LSBE-MSA	404-294-2281	KLWhitei@dekalbcountyga.gov		
	Gordon Burkette, Director Keep DeKalb Beautiful	DeKalb County, GA Department of Public Works - Sanitation Division	PRIME SUB LSBE-DeKALB LSBE-MSA	404-294-3072	GAburkette@dekalbcountyga.gov		
7:50	Brian Potter mxs environmental services llc	mxs environmental services llc 26319 Old Trail Rd. Briston VA 24211	PRIME SUB LSBE-DeKALB LSBE-MSA	276-628-1156	brianp@mxinc.com peggy.s@mxinc.com	276-623-0599	
	Mark Morawski	Clean Harbors 4720 A Stone Dr Tucker GA 30084	PRIME SUB LSBE-DeKALB LSBE-MSA	404-758-596	Morawski.mark@cleanharbors.com	770-496-9981	
	Daniel Esquivel		PRIME SUB LSBE-DeKALB LSBE-MSA	(216) 214 9522	esquivel.daniel@cleanharbors.com	770 496 9981	
	Michael Tomlinson	Tradebe Environmental Services	PRIME SUB LSBE-DeKALB LSBE-MSA	609-396-3810	michael.tomlinson@tradebe.com		